CARBON CAREER & TECHNICAL INSTITUTE

SECTION: PROGRAMS

TITLE: COCURRICULAR

ACTIVITIES/EXTRA

CURRICULAR ACTIVITIES

ADOPTED: June 19, 2003

REVISED: August 17, 2006

122. COCURRICULAR ACTIVITIES/EXTRA CURRICULAR ACTIVITIES

1. Purpose

The school's Career and Technical Student Organizations are recognized as cocurricular in nature and thus are an integral part of the school's instructional program. The Joint Operating Committee strongly supports these organizations.

The Joint Operating Committee believes that properly designed and operated student organizations provide participating students with valuable educational experiences. Moreover it recognizes that the educational program of nonparticipants cannot be diminished or compromised because of organizational activities.

2. Definition

For purposes of this policy, cocurricular activities shall be those programs that are sponsored or approved by the Joint Operating Committee; are conducted wholly or partly outside the regular school day; are marked by student participation in the processes of initiation, planning, organizing, and execution; and are equally available to all students who voluntarily elect to participate.

Extra curricular activities shall be conducted wholly outside the regular hours unless otherwise previously approved by administration.

Extra curricular activities are defined as activities not directly related to or a component of CCTI curriculum.

3. Authority SC 511, 1850.1 20 U.S.C. Sec. 4071 et seq Pol. 103 The Joint Operating Committee shall make the facilities, supplies and equipment of the school available and shall assign staff members for the support of cocurricular activities for students. Such availability and assignment shall be in accordance with the Equal Access Act.

The Joint Operating Committee reserves the right to approve or disapprove the establishment of all organizations and specific activities. Every organization shall adopt an acceptable constitution and bylaws. Whenever a local organization is an affiliate of a national, state or regional organization, local policies and procedures will take precedence in all cases where a conflict develops. Every organization shall plan and complete an appropriate plan of work annually.

122. COCURRICULAR ACTIVITIES/EXTRA CURRICULAR ACTIVITIES - Pg. 2

The cost of operating approved student organizations shall be a shared responsibility. The Joint Operating Committee will provide the following:

- 1. Stipends for advisors per the negotiated contract.
- 2. Pay for needed substitutes.
- 3. Budgeted funds for approved leadership and other programs.
- 4. Expenses as allowed by the school travel policy for advisors and/or instructors who supervise students participating in state or national conferences, subject to the Administrative Director's evaluation of the level and quality of student participation.
- 5. The Joint Operating Committee will provide one half (½) of the total expense up to \$3000 for student organizations to compete in state and national competitions.

Student organizations are responsible to provide funds through membership fees and approved fundraising activities, in order to offset the costs associated with state and national competencies.

Off-Campus Activities

Pol. 218

This policy shall also apply to student conduct that occurs off school property and would violate the Code of Student Conduct if:

- 1. There is a connection between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.
- 2. The student is a member of a cocurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.
- 3. Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.
- 4. The conduct has a direct connection to attendance at school or a school-sponsored activity, such as an agreement to complete a transaction outside of school that would violate the Code of Student Conduct.
- 5. The conduct involves the theft or vandalism of school property.
- 4. Delegation of Responsibility

The Administrative Director or designee shall develop and disseminate procedures to implement the cocurricular activities program.

122. COCURRICULAR ACTIVITIES/EXTRA CURRICULAR ACTIVITIES - Pg. 3

The administration shall conduct an on-going evaluation of all organizations to ensure full compliance with this policy. The Joint Operating Committee shall be appraised by the administration on a timely basis of any shortcomings.

5. Guidelines

Approved student organizations shall include:

- 1. Distributive Education Clubs of America (DECA) Students enrolled in Marketing/D.E. and other areas are eligible for membership.
- 2. Health Occupations Students of America (HOSA) Students enrolled in the Health/Medical program are eligible for membership.
- 3. Skills USA VICA All students are eligible for membership.
- 4. National Vocational Technical Honor Society Students must be inducted into society upon meeting required guidelines.

Membership Guidelines

All Carbon Career & Technical Institute students are encouraged to participate in a Career & Technical Organization (CTSO) under the following guidelines:

- 1. Dues may or may not be complementary.
- 2. Students must attend the regular meetings of the CTSO of which they are a member.
- 3. Overall attendance and grades shall be a determining factor in a student's involvement in activities and meetings.
- 4. Student involvement in all activities and fundraising shall be guided by existing school policy.

Equal Access Act

20 U.S.C. Sec. 4071 et seq The school shall provide secondary students the opportunity for noncurriculum related student groups to meet on the school premises during noninstructional time for the purpose of conducting a meeting within the limited open forum on the basis of religious, political, philosophical, or other content of the speech at such meetings. Such meetings must be voluntary, student-initiated, and not sponsored in any way by the school, its agents or employees. Noninstructional time is the time set aside by the school before actual classroom instruction begins or after actual classroom instruction ends.

122. COCURRICULAR ACTIVITIES/EXTRA CURRICULAR ACTIVITIES - Pg. 4

The meetings cannot materially and substantially interfere with the orderly conduct of the educational activities in the school.

The Administrative Director or designee shall establish the length of sessions, number per week, and other limitations deemed reasonably necessary.

The school retains the authority to maintain order and discipline on school premises in order to protect the well-being of students and employees and to ensure that student attendance at such meetings is voluntary.

References:

Equal Access Act - 20 U.S.C. Sec. 4071 et seq

School Code - 24 P.S. Sec. 511, 1850.1

Joint Operating Committee Policy - 103, 110, 218